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| **UbD Unit Plan** | | | | | | | | | |
| **Title:** | The Interview of My Life | | | | **Subject/Course:** | | | BCT I | |
| **Topic:** | | Interviewing | **Grade:** | 10-12 | | | **Designers:** | | Vernita Sykes |
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| **Stage 1 – Desired Results** | | | | | | | | | |
| **Established Goals:**  Unit 9: Employability Skills  2d) Perform interview techniques  E9, T2, CD1, CD3, CD4 | | | | | | | | | |
| **Understandings:**  *Students will understand that…*   1. The steps to prepare for an interview 2. Questions that may be asked during an interview. 3. The process of an interview. 4. How to follow up after an interview. 5. The process of what to do after learning the employer’s decision. | | | | | | **Essential Questions:**   1. How do I prepare for an interview? 2. What do I do during an interview? 3. What do after an invterview? | | | |
| *Students will know….*   1. The proper attire that should be worn to an interview. 2. The process of an interview. 3. Documents to bring to an interview. 4. Common questions that are asked in an interview. 5. The importance of know the history of a company. 6. How body language sends a message. | | | | | | *Students will be able to….*   1. Perform the proper techniques of an interview in a real world situation. | | | |

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| **Stage 2 – Assessment Evidence** |
| **Performance Task:** *Summary in GRASPS form*  **Goal:** The goal is to prepare for an interview and use the proper techniques during the interview.  **Role:** The student is a recent college graduate who is preparing for a job interview with Flextronics Inc.  **Audience:** The audience consists of the hiring manager of Flextronics.  **Situation:** The student has been called back for a second interview and must present themselves to the hiring manager in order to get the job.  **Performance:** Student must use the proper techniques of an interview during the performance.  **Standards:** Each interview will be assessed by a separate rubric.  The interview will consists of the following:   * Dress attire * Body language * Listening Skills * Response to questions |
| **Key Criteria:**  Rubric |
| **Other Evidence**  Quiz:  Observation:   * Student practicing on interviewing skills   Homework:   * Completion and revision of documents that will be included in final simulation. * Activities provided on pages: |
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| **Stage 3 – Learning Plan** |
| **Learning Activities** *Consider the WHERETO elements*  See daily lesson plan |
| **Resources** |
| 1. Video:   Fairy Job Mother  <http://www.youtube.com/watch?v=7uAk1imsz-k>   1. NBEA Handbook 2009    1. Page 146 2. Piecing your Career Together    1. The Career Center 2008-2009    2. Pg.17-18 ; 24-26 3. Getting a Job Kit, 5th ed., Robert Zedlitz, Thomson-Southwestern |
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